

THURSTON COUNTY FIRE DISTRICT THREE

BOARD OF FIRE COMMISSIONERS

MINUTES OF THE MEETING

February 2nd, 2023

Commissioner Kirkbride
Commissioner Gamble
Commissioner Hetzler
Commissioner Kelling
Commissioner Roberts

The meeting was held in person with limited attendance and is open to the public via the Zoom meeting platform. The meeting is being recorded.

Commissioner Kelling is joining the meeting via Zoom.

I. CALL TO ORDER

Chair Roberts called the meeting to order at 5:30 PM, followed with a salute to our Nation's Flag.

II. APPROVAL OF THE AGENDA

MOTION: To approve the agenda as published.

Motion: Commissioner

Second: Commissioner

Carried: Unanimous

Note: A technical audio issue took place between 17:30:37 to 17:32:53, lasting 2 minutes and 16 seconds. During this time the BoFC and meeting audience observed the CALL to order of the meeting and the salute to our Nations Flag. There were no statements during the Hearing of the Public or by Members Present.

III. HEARING OF THE PUBLIC /MEMBERS PRESENT

IV. PINNING CEREMONY FOR NEW FIREFIGHTERS

V. APPROVAL OF THE CONSENT AGENDA

A. Draft minutes of the January 19th, 2022, meeting of the Board of Fire Commissioners.

B. Warrants:

- General Fund 001 (Acct #6630) EFT number 5142; checks numbered 23396 through 23407 for a total amount of \$29,747.12.
- Reserve Fund 102 check number 23408 for a total amount of \$18,723.00.
- Equipment Repair and Replacement Fund 103 check number 23409 for a total amount of \$14,763.06.
- 2017B Capital Projects Fund 307 EFT number 5143 and checks numbered 23410 through 23411 for a total amount of \$8,605.09.

C. Payroll 1B in the amount of \$553,634.35.

MOTION: To approve the consent agenda as published.

Motion: Commissioner Gamble

Second: Commissioner Hetzler

Carried: Unanimous

Commissioner Kelling had a question to be addressed by Chief Cerovski regarding warrants on page 4 of 6 regarding lighting packages. Chief Cerovski clarified that this was related to an upfitting package for one of the staff vehicles coming this year which will be assigned to Assistant Chief of Logistics, Chris Frost. The vehicle is bought from state bid, and then upfitting equipment, including lighting, radios, and mobile data terminal, are purchased from a vendor, and the vehicle repair facility installs that equipment.

Commissioner Gamble pointed out a typo in the minutes of the previous meeting on page 5 of 7 where a year is listed as 20231 rather than 2023.

VI. COMMITTEE REPORTS

A. Thurston County Medic One

No report – the next meeting is February 15th.

Commissioner Kirkbride reported:

- It was recently announced that Ben Miller Todd, who has been sitting in as the Director of Medic One, has officially been appointed to the job by the Board of County Commissioners. He started this position on January 30th. Kurt Hardin's last day will be February 15th with a going-away gathering taking place on February 8th.

B. Thurston 9-1-1 Communications (TCOMM)

Commissioner Roberts reported from the recent meeting:

- Regarding TCERN, there is now a significant delay. This was previously anticipated by the end of 2023, but is now anticipated at mid-2024.
- The reason for this delay is that there are still permitting issues with two sites. One of them is Fire Station 82; the other is in DuPont adjacent to JBLM. Once the lease is confirmed, they may have to go through the permitting process again.
- Subscriber equipment is almost all complete. 497 mobile installs have happened. There is one fire agency left, Bald Hills. The backup chargers are anticipated to be here by the end of March. The subcontractor with Motorola, known as Velocity, is doing a wonderful job. Unfortunately, when they were installing at Bald Hills, something sparked and caught their rig on fire.
- TCOMM is working very hard to increase staffing. They have three people in the academy currently happening with four more anticipated to participate at the next academy in March. Hopeful that by the end of the cycle, they will be fully staffed. They are currently short-staffed by 11 people. Four of those 11 were in the budget.
- An email was sent to the dispatchers for their role in helping with the Sherman Valley fire.
- They are staffing up a care team for dispatchers, but it is not there yet. They have had some assistance from other agencies as this event was very difficult for many of them.
- The next meeting will take place on March 1st.

C. City/District Liaison

No report – the next meeting is March 7th.

D. Thurston County Fire Commissioners Association

No report.

E. Thurston Regional Planning Council -

No report – the next meeting is February 3rd.

F. Community Outreach

Chief Brooks shared:

- Chris DeBell has received word at the state level from the National Organization of Safe Kids that she is being recognized for all of her work on car seat checks. She will be going up to Seattle to be recognized in early April.
- There have been drop-in tours happening lately including a preschool group.
- No other annual HOAs have signed up in the current two-month cycle.

G. Capital Facilities and Equipment Activities

Chief Cerovski shared:

- Related to the radio project: did receive some of the radio chargers that were delayed. Now moving forward with finalizing the collection of equipment.
- The first change order was received for the VRF project. The sewer connection for the city that was stubbed from the RAC into the property was supposed to be an 8-inch line. When excavation began to make the sewer connection, it was discovered that it was a 6-inch line, which does not meet the specifications required by the City of Lacey. The stub will need to be changed to an 8-inch line, equating to about a \$24,000 change order. There was a reduction in some of the equipment needed and a change in the sewer line location that runs directly to the street sewer connection on the RAC property.

VII. OLD BUSINESS

- A. None.

VIII. NEW BUSINESS

- A. Agenda for February 11th Workshop: Board and staff discussion
- The executive team met with Director Hough to look at the current financial picture through the current adopted budget year as well as the projection work that Dale has begun to do for 2024 and beyond through the balance of the current levy period.
 - Building the information and picture to bring to the board to make a case for why a consideration of needing to relook at the levy later this year is prudent.
 - Will also attempt to bring in operational plans from both administrative and operations sides in line with the strategic plan. Those will be referenced back to the adopted objectives.
 - Will answer any questions the board may have after laying out those revenue pictures.
 - This part alone is anticipated to take up to two-thirds of the available time.
 - Only one year away from the official time of LFD's 75th anniversary. Chief Brooks found information from the 25th and the 50th. The official records of the county show they were done a year early. The history of the organization is always mentioned as starting in 1948, but that is when it was started as the informal Lacey Lakes Fire Department. The actual vote of the public to establish Fire Protection District #3 was on April 2nd of 1949. Proposing to adopt that as the anniversary date, meaning that April 2nd of 2024 would be the official 75th anniversary. Starting some initial planning and will be laying out to the board some of the ideas and getting feedback about that.
 - Chief Brooks has reached out to the Nisqually Tribe, based on the conversation at the last meeting, asking for an opportunity to hear from them about the development, but have not heard anything back.
 - The required public notifications will be done early next week.
 - Commissioner Kirkbride voiced his approval of the plans as laid out by Chief Brooks.

- Commissioner Kelling queried whether there would be any documents to pre-read and Chief Brooks reported that he did not expect any, nor are there expected to be any action requested of the Board at the workshop.
- It was agreed that the workshop will not need to be recorded.

IX. ADMINISTRATIVE REPORT

Chief Brooks reported:

- On February 1st, a total of eight new members were welcomed: six new career firefighter/EMTs who started and two volunteer positions. There is a new ISU support volunteer who came from a similar role at West Thurston. An intern who has been working in the Support Services Division has now stepped up to the role of Chaplain and will be going to the Chaplain's Academy in April but has been doing on-the-job training already and taking some calls.
- There were four paramedic firefighters hired back in September that have not been able to go to an academy yet. Those four, plus the six new above mentioned, joined up today for final advanced training and classes before they all join at the TEC for the first official day of the SSRA Academy on February 6th. Anticipated to graduate from the academy in early June.
- At the next meeting, there will be a promotional ceremony for Paramedic Lieutenant Peterson. Will also try to have the new volunteer members come in.
- Chief Brooks was contacted by Olympia regarding an annexation study about the areas in the southeast portion of the city. There is a 39-page report showing the existing fire district boundaries for both LFD3 and East Olympia District 6. The plan shows the area both with and without regional fire authority approach to the annexation process. If the regional fire authority is approved at the special election in April, the study shows that all of the assets and liabilities associated with the fire department services would be handed over to the RFA, and it would no longer be a city issue. If the RFA is not approved, then the City of Olympia Fire Department would have a plan to assume service provision. They are proposing that Yelm Highway becomes the boundary. They would enter a contract with East Olympia to provide service for everything south of Yelm Highway. Part of what LFD3 currently covers would shift over to East Olympia during the period of that contract, and everything north of Yelm Highway would automatically revert to the City of Olympia for service provision. The plan is that by 2029, they will add an additional station somewhere south of their current station on Boulevard Road to help service this area. The projections for cost are 17 or 18 FTEs, plus a new station and apparatus, etc., built into the plan. LFD3's impact would be in giving up service provision as soon as the annexation was approved.

Chief Schmidt reported:

- Regarding the Sherman Valley Road fire on the 21st of January: LFD3 crews responded as mutual aid around 7:00 a.m. It was a very difficult call for everyone involved. The community support response has been very

helpful. There was a candlelight vigil several days after the fire. The family spoke highly of how supported they felt and about the response of the first responders.

- The investigation of how the fire started was turned over to the ATF. Their investigation is likely to take several weeks, but they did release a statement saying that there is no reason to believe the fire was not accidental.

X. COMMISSIONER COMMENTS

Commissioner Kelling – congratulations to the new and lateral firefighters. Question for Chief Cerovski: what is the net cost to the district for the sewer line change over? Chief Cerovski responded that it would be about \$24,000. The civil engineer and the architect are reviewing the information before any decisions are made. Commissioner Kelling also stated that he noticed some updates to the website and is looking forward to going through the information.

Commissioner Kirkbride – thankful for the experience of being Chair of the Board for 2022. Very thankful for the job that Support Services is doing for the community. Also noted that the groundhog predicted an additional six weeks of winter weather.

Commissioner Gamble – congratulations to the new lateral hires. Thankful for the support that the district gives to the members and the community in the face of tragedy.

Commissioner Hetzler – how many ISU volunteers are there and what does that look like? Chief Brooks responded that there are 9 or 10. Three are assigned per shift and they rotate. The desired frequency is to be on duty about every 8 days. They are on call for 24 hours and they come in at some point during that shift. They go out to the TEC where the vehicle is stored and do a rig check. They're given a small stipend for the days when they are on call. They are alerted when there is a tone out. They will also be asked to come and help during the recruit academy with set up and rehab support during training events. Commissioner Hetzler commented that it would be beneficial at some point to have a presentation going into more details.

Commissioner Roberts – there was an email about the Young Women in Fire Academy. Excited about that happening again. The last event was in 2019. So sorry about the Sherman Valley fire but so thankful and grateful to everyone who was there and all the support provided. A reminder to Commissioner Kelling that Commissioner Roberts will not be present at the next meeting so he will get to chair that meeting.

XI. CORRESPONDENCE

None.

XII. HEARING OF THE PUBLIC / MEMBERS PRESENT

None.

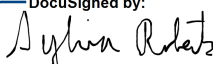
XIII. REQUEST FOR EXECUTIVE SESSION

- A. In accordance with RCW 42.30.110 (1)(g) to review the performance of a public employee.

XIV. ADJOURNMENT

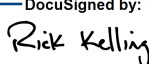
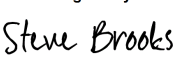
The meeting adjourned as of 6:41 PM.

***Next Regular Meeting: February 16th, 2023 – 5:30 p.m.
Available via remote meeting.***

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Chair
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Vice Chair
Commissioner
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ATTEST: District Secretary